
ProgressBook Beta ParentAccess User Guide



ProgressBook Beta ParentAccess User Guide

(This document is current for ProgressBook v13.0 or later.)

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Change Log

The following Change Log explains by Product Version, Heading, Page and Reason where changes in the *ProgressBook Beta ParentAccess User Guide* have been made.

Product Version	Heading	Page	Reason
13.0	N/A	N/A	New guide.

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Welcome to ProgressBook Beta ParentAccess

Beta ParentAccess enables parents and students to view select GradeBook information. On the Beta ParentAccess Home screen, parents can quickly view a summary of their child's Grades, Homework, Assignments and Daily Attendance with links to more detailed information. On the left side of the screen, a navigational panel displays with links to Student Information and Family Information. The Student Information section provides links to Attendance, Grades, Assignments, Homework, Schedule and Report Card screens. The information displays in read-only format. Teachers have access to view the same information, so they can see exactly what parents see for each student. The Family Information section allows parents to manage user accounts by changing passwords, linking children and creating students' accounts for their children.

Rydell High School Help parry123 -

ProgressBook ParentAccess

Summary for Coco Parry

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Grades

Grades for 4TH QUARTER

Course	Grade	As Of
Physical Education	95.00 A	8/1/2012
Social Studies	90.93 A-	8/1/2012
Science	90.19 A-	8/1/2012
Reading - Gr 02	83.91 B	8/1/2012
Math - Gr 02	91.63 A-	8/1/2012

[Grade Details](#)

Homework

Homework due today or next 2 days

Course
Reading - Gr 02

[Homework Details](#)

Assignments

Assignments recorded in past 2 days

Math - Gr 02

Date	Assignment	Mark(s)
Aug 1	Chapter Test	
	Applies problem solving skills	4/5
	Knows math facts for current work	9/10
	Understands concepts for current work	9/10
	Overall Grade (total)	22/25

[Reading - Gr 02](#)

Daily Attendance

Attendance totals for the year

Excused Absent	1
Tardy	2
Unexcused Absence	1

[Attendance Details](#)

Beta ParentAccess Home Page

Select a District and Create an Account

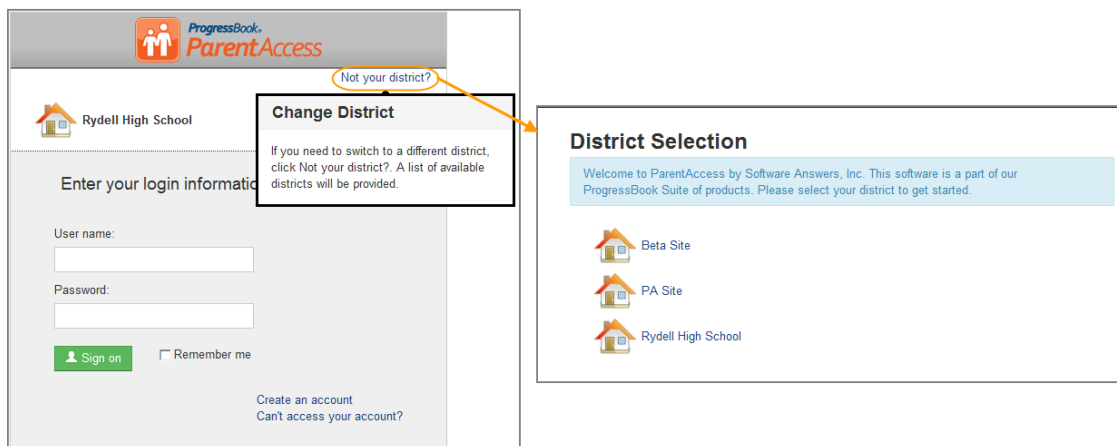
In order to create your user account, you must first select the school district your child attends.

1. On the District Selection screen, select your child's **school district**.

Note: Once you selected your child's school district, the system will remember the last school district you accessed, so you do not have to select a district each time.

The Beta ParentAccess login screen displays.

Note: If you selected the wrong district, click *Not your district?* to return to the District Selection screen.



Change School Districts

2. On the login screen, click **Create an account**.

Note: If you accidentally clicked *Create an account*, you can return to the login screen by clicking *Cancel* at the bottom of the screen.

The Registration screen displays.

3. On the Registration screen, enter the following **information**:
 - Parent Information Section:
 - First Name (required)
 - Middle Name (optional)
 - Last Name (required)
 - Email (required)
 - Confirmation Email (required)

Note: Currently, you cannot change your email address in Beta ParentAccess. It is recommended that you register an email address that is not affiliated with a job, group, association, etc.

- Account Information Section:
 - **User Name** - Only letters and numbers and 6 to 50 characters
 - **Password** - Must contain 1 letter, 1 number, 8 to 50 characters, case sensitive and cannot match the user name
 - **Confirm Password** - Must match password
- Student Information Section:
 - **Registration Key** - Provided by your child's school district, not case sensitive
 - **Student First Name (Legal Name)** - Do not use nicknames
 - Student Last Name
 - Student Birthdate (mm/dd/yyyy)

The screenshot illustrates the initial steps of the ParentAccess registration process. At the top, the 'District Selection' screen prompts the user to choose a district. Three options are listed: 'Beta Site', 'PA Site', and 'Rydell High School'. The 'Rydell High School' option is highlighted with an orange circle, and an orange arrow points from it to a modal window. This modal window contains a login section with fields for 'User name' and 'Password', a 'Sign on' button, and a 'Remember me' checkbox. Below the login section is a link that says 'Create an account' and 'Can't access your account?'. An orange arrow points from this link to a separate registration form on the right. This registration form is divided into three main sections: 'Parent Information' (with fields for First Name, Middle Name, Last Name, Email, and Confirmation Email), 'Account Information' (with fields for User Name, Password, and Confirm Password), and 'Student Information' (with fields for Registration Key, Student First Name (Legal Name), Student Last Name, and Student Birthdate (mm/dd/yyyy)). At the bottom of the registration form are links for 'Delete Student' and 'Add Student', and 'Register' and 'Cancel' buttons.

Select a District and Enter Account Information

4. If you have more than one child attending the school district, perform **step 5 through step 10**. If you only have one child attending the school district, proceed to **step 11**.
5. Click **Add Student**.
6. In the Registration Key field, enter the **registration key** supplied by your child's school district.
7. In the Student First Name (Legal Name) field, enter your child's **first name**.
8. In the Student Last Name field, enter your child's **last name**.

9. In the Student Birthdate (mm/dd/yyyy) field, enter your child's **birthdate**.
10. If you need to add additional students, perform **step 5 through step 9**.

Note: You can also link children to your account after it is created. See “Link a Child.”

Note: If you accidentally added a child, you can click Delete Student to remove the child.

11. When finished, click **Register**.

The login screen displays.

Student Information

Registration Key:
PDRYWNSPGHV

Student First Name (Legal Name):
Tyler

Student Last Name:
Abell

Student Birthdate (mm/dd/yyyy):
08/18/1996

[Delete Student](#)

Registration Key:
NSPGHVPDRYW

Student First Name (Legal Name):
Tamara

Student Last Name:
Abell

Student Birthdate (mm/dd/yyyy):
05/11/2000

[Delete Student](#)
[Add Student](#)

[Register](#) [Cancel](#)

Add Student Fields

Delete Student Link

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ProgressBook ParentAccess

Not your district?

Rydell High School

Enter your login information

User name:
[Text Box]

Password:
[Text Box]

[Sign on](#) ☐ Remember me

[Create an account](#)
[Can't access your account?](#)

Add Children and Register an Account

Log In to Beta ParentAccess

In order to log in to Beta ParentAccess, you must first create your Beta ParentAccess account. See “Select a District and Create an Account.”

Note: You can bookmark the login screen in your browser's Favorites for ease of access.

1. On the login screen in the User name field, enter your **user name**.

Note: If you cannot remember your user name, click *Can't access your account?*. See "Access a User Name."

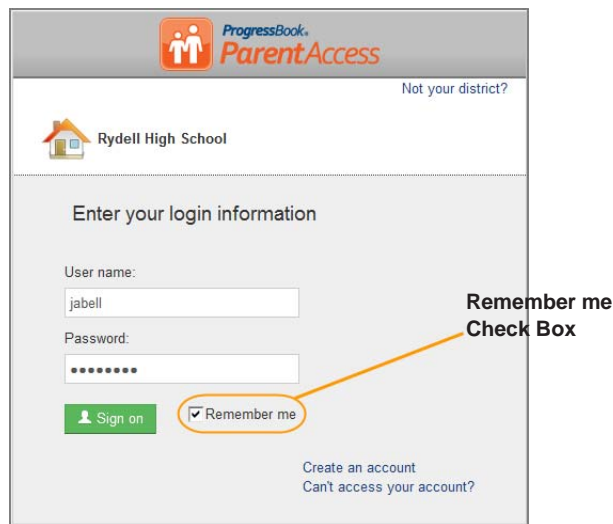
2. In the Password field, enter your **password**.

Note: If you cannot remember your password, click *Can't access your account?*. See "Reset a Password."

Note: You can select the check box next to *Remember me*, and the system will automatically populate your user name the next time you access Beta ParentAccess.

3. Click **Sign on**.

Note: If your account is locked, click *Can't access your account?*. See "Access a Locked Account."



Login Screen

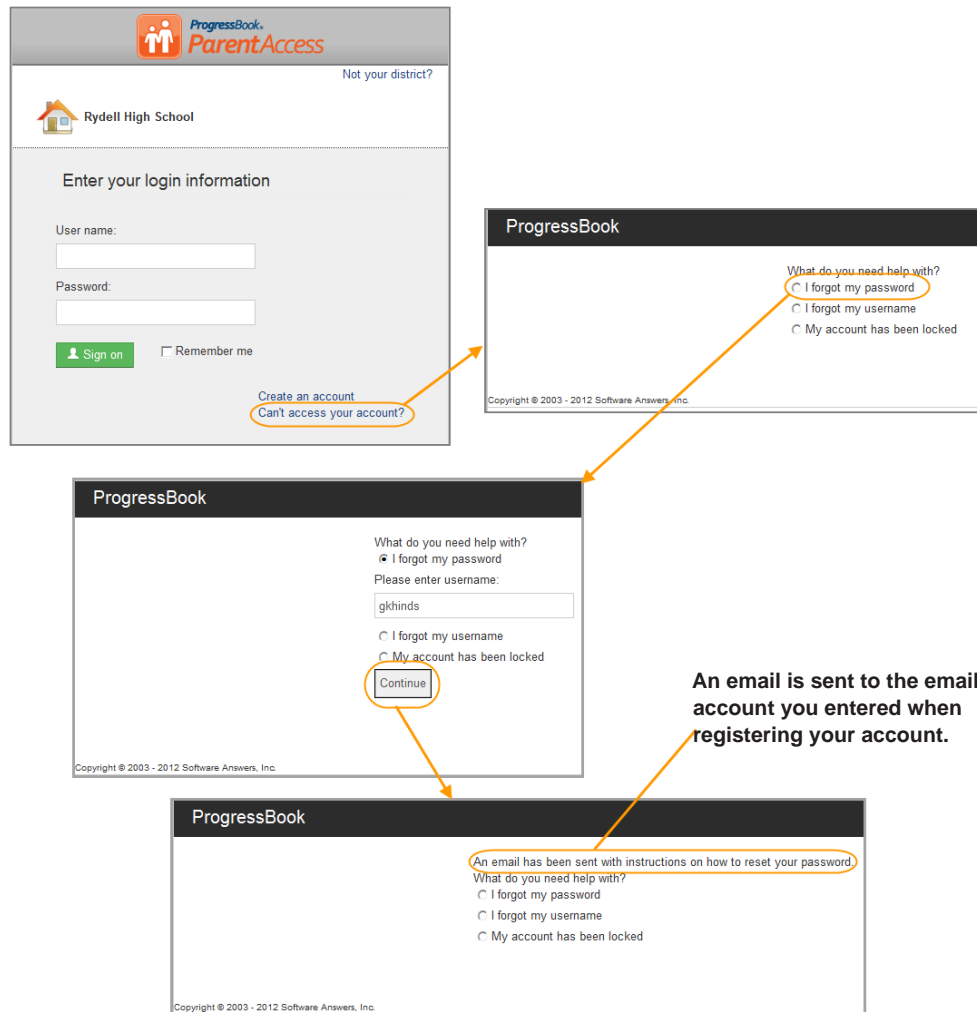
Reset a Password

If you forgot your password, the system can send you instructions to your registered email account on how to reset your password.

1. On the login screen, click **Can't access your account?**.
2. On the ProgressBook screen, select the **I forgot my password** option.
3. In the Please enter username field, enter your **user name**.

4. Click **Continue**.

The message “An email has been sent with instructions on how to reset your password” displays.



Forgot a Password Procedure

5. Go to your email **account**, open the **email** and click the **link** to reset your password.

Note: The reset password link is only valid for 10 minutes. If you click the link after it has expired, the system sends you to a screen with a Reset Password link, which requires you to perform step 2 through step 8.

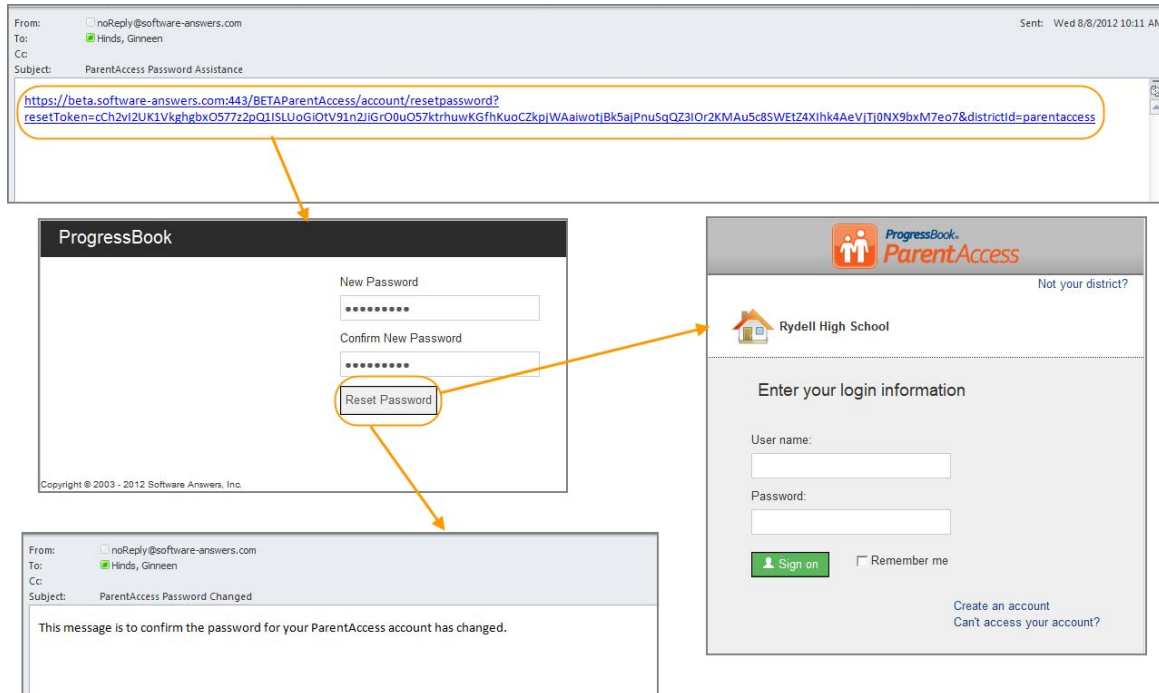
6. On the ProgressBook screen in the New Password field, enter your new **password**.

7. In the Confirm New Password field, enter your new **password** again.

Note: Passwords must contain 1 letter, 1 number and 8 to 50 characters. They are case sensitive and cannot match the user name.

8. Click **Reset Password**.

The login screen appears, and an email is sent to your account stating your password has been changed.



Reset a Password Procedure

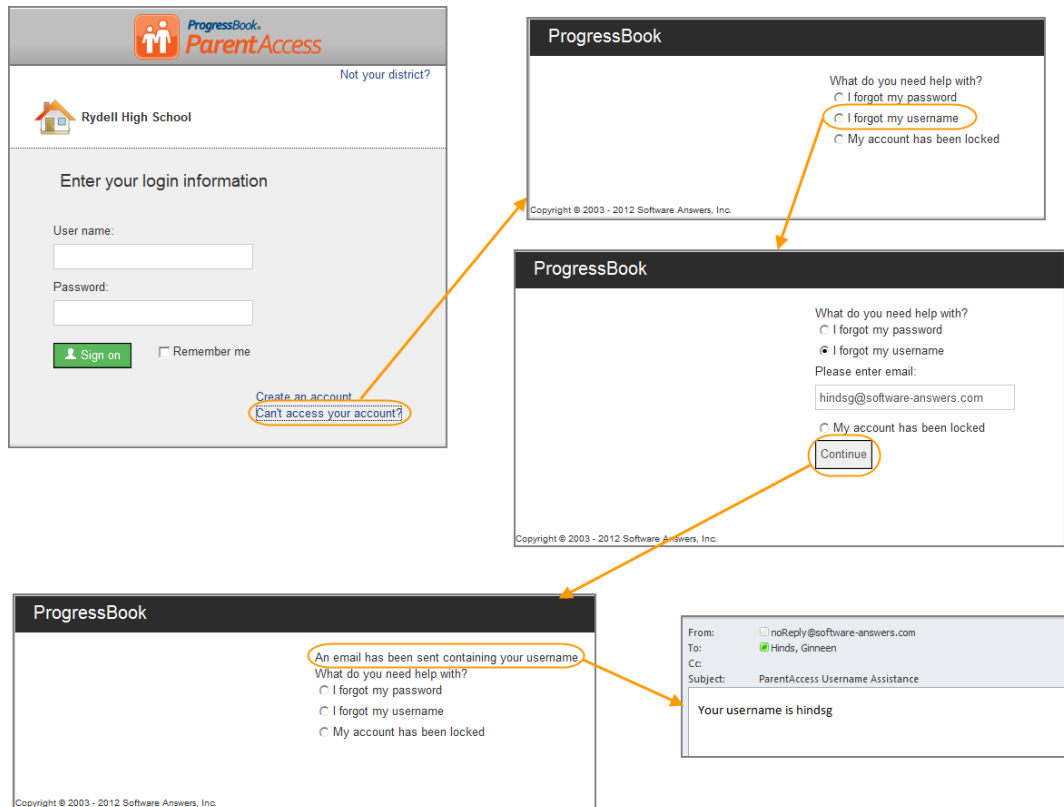
Access a User Name

If you forgot your user name, you can have the system send it to your registered email account.

1. On the login screen, click **Can't access your account?**.
2. On the ProgressBook screen, select the **I forgot my username** option.
3. In the Please enter email field, enter your registered **email account**.
4. Click **Continue**.

The message "An email has been sent containing your username" displays.

5. Go to your email **account**, open the **email** and view your **user name**.



Access a User Name Procedure

Access a Locked Account

If you are unsuccessful after 10 attempts to log in to your account, the system will automatically lock your account for 10 minutes.

Note: Locking your account after too many attempts is for security reasons.

ProgressBook ParentAccess

Not your district?

Rydell High School

Login was unsuccessful. Please correct the errors and try again.

Your account has been temporarily locked because of too many failed attempts. Please try again later.

Enter your login information

User name:
parry12

Password:

☐ Remember me

[Create an account](#)
[Can't access your account?](#)

Message on Login Screen for Locked Accounts

You can access the same information about locked accounts by performing the following:

1. On the login screen, click **Can't access your account?**.
2. On the screen, select My account has been locked.

A message displays stating that your account is locked temporarily and will be available soon.

ProgressBook ParentAccess

Not your district?

Rydell High School

Enter your login information

User name:

Password:

☐ Remember me

[Create an account](#)
[Can't access your account?](#)

ProgressBook

What do you need help with?

☐ I forgot my password

☐ I forgot my username

☒ My account has been locked

What do you need help with?

☐ I forgot my password

☐ I forgot my username

☒ My account has been locked

If your account has been locked you have failed to login too many times. This lock is only temporary and you should be able to access your account soon. If you do not remember your password please request a password reset email by clicking the button above.

Locked Account Information

Navigate Beta ParentAccess Web Site

The opening screen of the Beta ParentAccess Web Site provides a summary of your child's progress, which is divided into Grades, Homework, Assignments and Daily Attendance sections.

Note: To view detailed information for any of these sections, click the details link at the bottom of each section.

On the left side of the screen, there is a navigational area, which is divided into Student Information and Family Information sections. This navigational area remains visible as you navigate through Beta ParentAccess, and the link to the screen you are viewing displays with a dark blue background to easily distinguish it from the other links.

The Student Information section provides links to detailed information on your child's progress for Attendance, Grades, Assignments, Homework, Schedule and Report Card. The Family Information section provides links to manage your password, link your children and create student accounts for your children.

At the bottom of the screen, students associated with your account that you either added while registering (See “Select a District and Create an Account.”) or linked later to your account appear.

Note: The child you are viewing displays popped up with a green highlight, and the child/children that you are not viewing displays/display partially hidden.

Note: When viewing screens in the Family Information section, students associated with your account do not appear at the bottom of the screen.

At the top of the screen to the right of your user name, there is an downward arrow. When you click the arrow, you have the ability to change your password, link a student to your account or sign out.

At the top of the screen to the left of your user name, there is Help link, which provides online Web Help to Beta ParentAccess users.

Web Help Link

Options Available from Clicking Downward Arrow

Links to Detailed Information

Current Screen with Dark Blue Background

Navigational Area

Child Being Viewed

Children not Being Viewed

Grades		
Grades for 1ST QUARTER		
Course	Grade	As Of
Physical Education	75.00 C	8/8/2012
Social Studies	46.15 F	8/8/2012
Science	87.62 B+	8/8/2012
Reading - Gr 02	84.44 B	8/8/2012
Math - Gr 02	87.69 B+	8/8/2012

Homework due today or next 2 days	
Course	
Math - Gr 02	1

Assignments recorded in past 2 days		
Math - Gr 02		
Date	Assignment	Mark(s)
Aug 8	Odd Problems	4/5
	Understands concepts for current work	
	Knows math facts for current work	4/5
	Overall Grade (total)	8/10

Attendance totals for the year	
Excused Absent	Tardy
1	2
Unexcused Absence	
1	

Navigate Beta ParentAccess

Note: For the Beta ParentAccess v13.0 release, Help is not available, but it will be available in future beta releases.

Help

Help is currently under construction and will be available soon.

Close

Help Under Construction Message

View Another Child

You can easily select another child from any Student Information screen to view his/her progress. At the bottom of a Student Information screen in the child selector area, click on the child's name. The screen updates to display that child's information.

Note: The child selector at the bottom of the screen will only appear on the Student Information screens.

Note: The selected child displays as popped up with a green background.

Note: The system will remain on the same screen when you select a different child.

Rydell High School Help parry123

ProgressBook ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Summary for Boris Parry

Grades
Grades for 1ST QUARTER

Course	Grade	As Of
UNITED STATES HISTORY AP	88.33 B+	8/8/2012
BIOLOGY HONORS	88.57 B+	8/8/2012
GEOMETRY HONORS	71.43 C-	8/8/2012
ENGLISH 10 HONORS	93.68 A	8/8/2012

Grade Details

Homework
Homework due today or next 2 days

Course	Due Date
ENGLISH 10 HONORS	1
GEOMETRY HONORS	1

Homework Details

Assignments
Assignments recorded in past 2 days

ENGLISH 10 HONORS		
Date	Assignment	Mark
Aug 8	Grammar Review	19/20

GEOMETRY HONORS		
Date	Assignment	Mark
Aug 8	Even Problems	M

UNITED STATES HISTORY AP		
Date	Assignment	Mark
Aug 7	Prerevolutionary Worksheet Great Job!	20/20

Assignment Details

Daily Attendance
Attendance totals for the year:

Tardy 1

Attendance Details

Selected Child Highlighted in Green and Popped Up

Coco Parry Boris Parry Iggy Hinds

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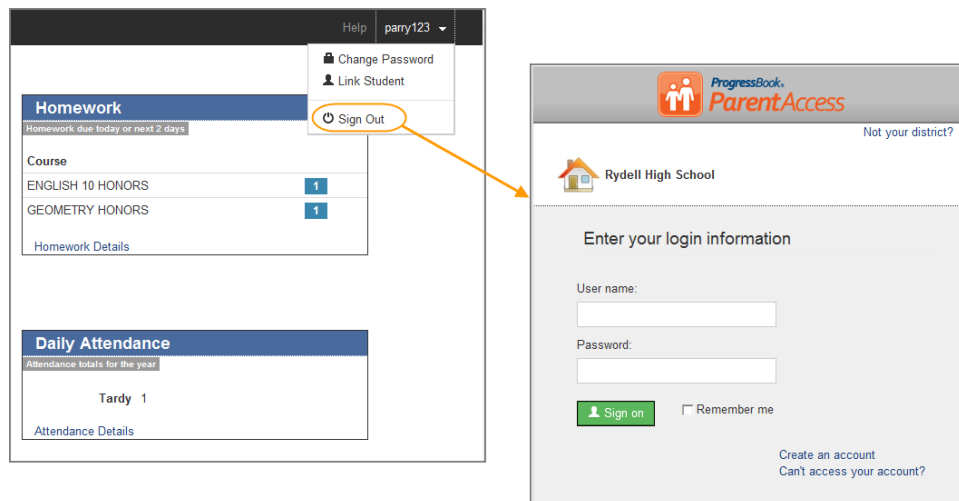
Switching Between Students

Sign Out of Beta ParentAccess

It is recommended that you sign out of your Beta ParentAccess account when you are finished viewing your child's/children's information.

1. From any Beta ParentAccess screen at the top of the screen, click the **downward arrow** to the right of your user name.
2. Click **Sign Out**.

The system returns to the login screen, and you are signed out of Beta ParentAccess.



Sign Out of Beta ParentAccess

Student Information

The Student Information section allows you to view your child's information. The screens available for viewing are as follows:

- **Home Screen** – Provides a summary of your child's progress including sections for Grades for the current reporting period, Homework due today or within the next 2 days, Assignments recorded in the past 2 days and Daily Attendance totals for the year. See *"Home Screen."*
- **Attendance Screen** – Provides detailed information about your child's attendance including Date, Absence Type, Reason, if a reason was entered, Attendance Comments, if a comment was entered, and Arrival and Dismissal Times, if they exist. The information displayed is live from your child's school district's student information system. The default view is by date for the entire school year. You can also view attendance by reporting period. See *"Attendance Screen."*
- **Grades Screen** – Provides detailed information about your child's grades for a reporting period including Course, Grade and As Of date. The courses are links, so you can easily navigate to your child's assignments for that course. See *"Grades Screen."*
- **Assignments Screen** – Provides detailed information about your child's assignments for a course. For standards-based (elementary) courses, the default view is by assessment, but you can also view by assignment type and assessment summary. For traditional (high school) courses, the default view is by assignment type, but you can also view by date. At the top of the screen, you can select your child's other courses, and you can select different reporting periods. See *"Assignments Screen."*
- **Homework Screen** – Provides detailed information about your child's homework. The default date range is from today through the next 2 days, but you can change the date range. The default view is by due date, but you can change it to by class. You can also email the teacher from the Homework screen. See *"Homework Screen."*
- **Schedule Screen** – Provides detailed information about your child's schedule. The default view is for the current day, but you can change the date. You can also email the teacher from the Schedule screen. See *"Schedule Screen."*
- **Report Card Screen** – Provides detailed information about your child's report card. It displays your child's grade level, school year and marks for reporting periods. You can change the report card if your school uses more than one report card, such as an interim. See *"Report Card Screen."*



Student Information Section

Home Screen

The Home screen (Summary for “Your Child’s Name” screen) provides a quick summary of your child’s progress including sections for Grades for the current reporting period, Homework due today or within the next 2 days, Assignments recorded in the past 2 days and Daily Attendance totals for the year.

Rydel High School Help parry12

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Summary for Boris Parry

Grades

Grades for 1ST QUARTER

Course	Grade	As Of
UNITED STATES HISTORY AP	88.33 B+	8/8/2012
BIOLOGY HONORS	88.57 B+	8/8/2012
GEOMETRY HONORS	71.43 C-	8/8/2012
ENGLISH 10 HONORS	93.68 A	8/8/2012

Grade Details

Homework

Homework due today or next 2 days

Course	Due Date
ENGLISH 10 HONORS	1
GEOMETRY HONORS	1

Homework Details

Assignments

Assignments recorded in past 2 days

Date	Assignment	Mark
ENGLISH 10 HONORS		
Aug 8	Grammar Review	19/20
GEOMETRY HONORS		
Aug 8	Even Problems	M
UNITED STATES HISTORY AP		
Aug 7	Prerevolutionary Worksheet Great Job!	20/20

Assignment Details

Daily Attendance

Attendance totals for the year

Tardy 1

Attendance Details

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Home Screen (Summary for “Your Child’s Name” Screen)

In the Grades section, you can easily view your child's current grades. You can click on a course's name to view your child's reporting period marks for that course, and you can also click Grade Details to view the Grades screen. On the Home screen, Grades are sorted by As Of date, and courses will not display unless grades have been entered. See "Grades Screen."

RydeH High School Help parry123

Summary for Coco Parry

Grades
Grades for 4TH QUARTER

Course	Grade	As Of
Social Studies	90.93 A-	8/1/2012
Science	90.19 A-	8/1/2012
Reading - Gr 02	83.91 B	8/1/2012
Math - Gr 02	88.78 B+	8/1/2012

Homework
Homework due today or next 2 days

Course	Count
Math - Gr 02	1

Assignments
Assignments recorded in past 2 days

Math - Gr 02

Date	Assignment	Mark(s)
Aug 13	Worksheet 22	
	Overall Grade (total)	14/15
	Understands concepts for current work	5/5
	Knows math facts for current work	5/5
	Applies problem solving skills	4/5

Daily Attendance
Attendance totals for the year

Excused Absent	1
Tardy	2
Unexcused Absence	1

Click a course's name to view the course's marks.

RydeH High School Help parry123

Grades

1ST QUARTER 2ND QUARTER 3RD QUARTER 4TH QUARTER

Mar 23 - Jul 31 : Coco

Course	Grade	As Of
Math - Gr 02	88.78 B+	8/1/2012
Reading - Gr 02	83.91 B	8/1/2012
Science	90.19 A-	8/1/2012
Social Studies	90.93 A-	8/1/2012

Home Screen Grades Section

In the Homework section, you can easily view your child's homework for today and the next 2 days. A count of the number of items due displays next to the Course name. You can also click Homework Details to view the Homework screen. See "Homework Screen."

Rydell High School Help parry12

ProgressBook ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Summary for Boris Parry

Grades
Grades for 1ST QUARTER

Course	Grade	As Of
UNITED STATES HISTORY AP	88.33 B+	8/8/2012
BIOLOGY HONORS	88.57 B+	8/8/2012
GEOMETRY HONORS	71.43 C-	8/8/2012
ENGLISH 10 HONORS	93.68 A	8/8/2012

Grade Details

Homework
Homework due today or next 2 days

Course	Count
ENGLISH 10 HONORS	1
GEOMETRY HONORS	1

Homework Details

Assignments
Assignments recorded in past 2 days

ENGLISH 10 HONORS

Date	Assignment	Mark
Aug 8	Grammar Review	19/20

GEOMETRY HONORS

Date	Assignment	Mark
Aug 8	Even Problems	M

UNITED STATES HISTORY AP

Date	Assignment	Mark
Aug 7	Prerevolutionary Worksheet Great Job!	20/20

Assignment Details

Daily Attendance
Attendance totals for the year

Tardy 1

Attendance Details

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ProgressBook ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Homework

Start Date: 07/11/2012 End Date: 07/13/2012 View

View By: [Grid] [List]

Due Date: 7/11/2012

Course	Homework
ENGLISH 10 HONORS	o Creative Writing
GEOMETRY HONORS	o Odd Problems

Home Screen Homework Section

In the Assignments section, you can easily view your child's assignments that were recorded within the past 2 days. The assignments are grouped by course. Courses are displayed alphabetically, and assignments are arranged by date. You can also click Assignment Details to view the Assignments screen. See "Assignments Screen."

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ProgressBook ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Summary for Coco Parry

Grades

Grades for 4TH QUARTER

Course	Grade	As Of
Social Studies	90.93 A-	8/1/2012
Science	90.19 A-	8/1/2012
Reading - Gr 02	83.91 B	8/1/2012
Math - Gr 02		8/1/2012

Grade Details

Homework

Homework due today or next 2 days

Course	Count
Math - Gr 02	1

Homework Details

Assignments

Assignments recorded in past 2 days

Math - Gr 02

Date	Assignment	Mark(s)
Aug 13	Worksheet 22	
	Overall Grade (total)	14/15
	Understands concepts for current work	5/5
	Knows math facts for current work	5/5
	Applies problem solving skills	4/5

Assignment Details

Daily Attendance

Attendance totals for the year

Excused Absent	1
Tardy	2
Unexcused Absence	1

Attendance Details

Rydell High School Help parry123

ProgressBook ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Assignments

Q4 (Mar 23 - Jul 31)

Math - Gr 02 ¹⁰ Reading - Gr 02 ¹⁰ Science ¹⁴ Social Studies ²⁵

View By: [List] [Table] [Grid]

Math - Gr 02 : Coco

Mark:

Date	Assignment	Mark	Info
Jun 6	Odd Problems	14/15	(93.33%)
Jun 6	Even Problems	9/10	(90%)
Jun 13	Odd Problems	14/15	(93.33%)

Home Screen Assignments Section

In the Daily Attendance section, you can easily view your child's Daily Attendance for the year. You can also click Attendance Details to view the Attendance screen. See *"Attendance Screen."*

Rydell High School Help parry123

Summary for Coco Parry

Grades
Grades for 4TH QUARTER

Course	Grade	As Of
Social Studies	90.93 A-	8/1/2012
Science	90.19 A-	8/1/2012
Reading - Gr 02	83.91 B	8/1/2012
Math - Gr 02		8/1/2012

Homework
Homework due today or next 2 days

Course	Count
Math - Gr 02	1

Assignments
Assignments recorded in past 2 days

Math - Gr 02

Date	Assignment	Mark(s)
Aug 13	Worksheet 22	14/15
	Overall Grade (total)	5/5
	Understands concepts for current work	5/5
	Knows math facts for current work	5/5
	Applies problem solving skills	4/5

Daily Attendance
Attendance totals for the year

Excused Absent	1
Tardy	2
Unexcused Absence	1

Attendance
View by Reporting Period

Coco's daily attendance

Date	Absence Type	Reason
Jun 27	Tardy	
Jun 8	Unexcused Absence	
Dec 14	Tardy	
Sep 28	Excused Absent	

Home Screen Daily Attendance Section

Attendance Screen

The Attendance screen provides detailed information about your child's attendance including Date, Absence Type, Reason, if a reason was entered, Attendance Comments, if a comment was entered, and Arrival and Dismissal Times, if they exist. The information displayed is live from your child's school district's student information system. The default view is by date for the entire school year. You can also view attendance by reporting period.

Note: The default view for viewing attendance by reporting period is the Summary view.

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Attendance
View by Reporting Period

Coco's daily attendance

Date	Absence Type	Reason
Jun 27	Tardy	
Jun 8	Unexcused Absence	
Dec 14	Tardy	
Sep 28	Excused Absent	

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Attendance
View by date

1ST QUARTER 2ND QUARTER 3RD QUARTER 4TH QUARTER Trimester1 Trimester2 Trimester3 Summary

Coco's daily attendance summary

Date	Absence Type	Reason
Jun 27	Tardy	
Jun 8	Unexcused Absence	
Dec 14	Tardy	
Sep 28	Excused Absent	

Click on a reporting period to see Daily Attendance for that reporting period.

Attendance Screen

Grades Screen

The Grades screen provides detailed information about your child's grades for a reporting period including Course, Grade and As Of date with the courses sorted alphabetically. The courses are links, so you can easily navigate to your child's assignments for that course. See *"Assignments Screen."* You can also change reporting periods if you want to see your child's grades from a previous reporting period.

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Grades

1ST QUARTER 2ND QUARTER 3RD QUARTER 4TH QUARTER

Click on a reporting period to see grades for that reporting period.

Mar 23 - Jul 31 : Coco

Course	Grade	As Of
Math - Gr 02	88.78 B+	8/1/2012
Reading - Gr 02	83.91 B	8/1/2012
Science	90.19 A-	8/1/2012
Social Studies	90.93 A-	8/1/2012

Assignments Q4 (Mar 23 - Jul 31)

Math - Gr 02 ¹⁶ Reading - Gr 02 ¹⁶ Science ¹⁴ Social Studies ²⁵

View By: [List] [Table] [Grid]

Reading - Gr 02 : Coco

Mark: 83.91 B

Overall Grade 83.91 B

Date	Assignment	Mark	Info
May 25	Vocabulary Quiz	16/20 (80%)	
Jun 1	Vocabulary Quiz	13/15 (86.67%)	
Jun 8	Vocabulary Quiz	/20	M
Jun 15	Vocabulary Quiz	9/10 (90%)	L

Grades Screen

Assignments Screen

The Assignments screen provides detailed information about your child's assignments and displays your child's average for a course. At the top of the screen, you can select your child's other courses, which display with numbers beside the course name indicating the number of assignments that have been assigned to the course. You can also select different reporting periods.

The following symbols may appear on the Assignments screen:

- **M (blue background)** – The assignment is missing.
- **L (orange background)** – The assignment is late.
- **E (green background)** – The assignment was excluded from student's grade.
- **W (grey background)** – The assignment is weighted to a value other than 1.

Note: You can hover over the weight symbol, and a hover tip will display the amount the assignment is weighted.

Note: If a teacher entered a comment about the assignment, it displays under the assignment's name.

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ProgressBook ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Assignments

Math - Gr 02 ¹⁶ Reading - Gr 02 ¹⁶ Science ¹⁴ Social Studies ²⁵

Click to change course.

Q4 (Mar 23 - Jul 31)

View By:

Reading - Gr 02 : Coco

Mark: 83.68 B

16 Assignments

Overall Grade 83.68 B

Date	Assignment	Mark	Info
May 25	Vocabulary Quiz	16/20 (80%)	
Jun 1	Vocabulary Quiz	13/15 (86.67%)	
Jun 8	Vocabulary Quiz	/20	M
Jun 15	Vocabulary Quiz	9/10 (90%)	L
Jun 22	Vocabulary Quiz	29/30 (96.67%)	E
Jun 26	Book Report	34/40 (85%)	
Jun 29	Vocabulary Quiz	14/15 (93.33%)	W

Child's Average in the Course

Teacher's Comment for the Assignment

Good Job!

Missing

Late

Excluded

Weight Other than 1

Assignments Screen

For standards-based (elementary) courses, the default view is by assessment, but you can also view by assignment type and assessments summary.

Note: When viewing by assignment type, assessments for the assignment display indented and underneath the assignment.

Assignments

Math - Gr 02 ¹⁶ Reading - Gr 02 ¹⁷ Science ¹⁴ Social Studies ²⁵

View by Assessment (Default View)

Q4 (Mar 23 - Jul 31)

Reading - Gr 02 : Coco

Mark: 85.00 B

Overall Grade 85.00 B

Date	Assignment	Mark	Info
May 25	Vocabulary Quiz	16/20 (80%)	
Jun 1	Vocabulary Quiz	13/15 (86.67%)	
Jun 1	Team Report *	34/40 (85%)	
Jun 8	Vocabulary Quiz	/20	M
Jun 15	Vocabulary Quiz	9/10 (90%)	L
Jun 22	Vocabulary Quiz	29/30 (96.67%)	E
Jun 26	Book Report	34/40 (85%)	
Jun 29	Vocabulary Quiz	14/15 (93.33%)	W

View by Assignment Type

Q4 (Mar 23 - Jul 31)

Reading - Gr 02 : Coco

Mark: 85.00 B

Date	Assignment	Mark	Info
May 25	Vocabulary Quiz	16/20 (80%)	
	Recognizes vocabulary	7/10 (70%)	

View by Assessment Summary

Q4 (Mar 23 - Jul 31)

Coco's progress for Reading - Gr 02

Assessment	Mark
Overall Grade	A- 91.63
Applies phonics skills as presented	A 95.00
Applies reading strategies as presented	B+ 88.33

Assignments Screen for a Standards-Based (Elementary) Course

Student Information

For traditional (high school) courses, the default view is by assignment type, but you can also view by date.

Note: When viewing by assignment type, the assignment type's weight displays next to the assignment type.

Assignments Q4 (Mar 23 - Jul 31) ▾

BIOLOGY HONORS ² ENGLISH 10 HONORS ¹⁴ GEOMETRY HONORS ¹⁷ HEALTH ¹ UNITED STATES HISTORY AP ¹

BIOLOGY HONORS : Boris
Mark: 94.58 A

View by Assignment Type (Default View)

View By: [List View] [Grid View]

Classwork (Weight 1)		93.33 A	
Date	Assignment	Mark	Info
Jun 1	Chapter Review	14/15 (93.33%)	

Team Project (Weight 3)		95.00 A	
Date	Assignment	Mark	Info
Jun 1	Team Report	38/40 (95%)	

Assignments Q4 (Mar 23 - Jul 31) ▾

BIOLOGY HONORS ² ENGLISH 10 HONORS ¹⁴ GEOMETRY HONORS ¹⁷ HEALTH ¹ UNITED STATES HISTORY AP ¹

BIOLOGY HONORS : Boris
Mark: 94.58 A

View by Date

View By: [List View] [Grid View]

Date	Assignment	Mark	Info
Jun 1	Chapter Review	14/15 (93.33%)	
Jun 1	Team Report	38/40 (95%)	

Assignments Screen for a Traditional (High School) Course

Homework Screen

The Homework screen provides detailed information, such as due date, course name and homework description, about your child's homework. The default date range is from today through the next 2 days, but you can change the date range. The default view is by due date, but you can change it to by class. You can click More... to see additional information posted for the homework, such as a description, attachments and links, if the teacher added the information. You can also email the teacher from the Homework screen.

Note: If you do not enter a valid Start Date or End Date, the system displays error messages.

Homework

Start Date Start Date is required. End Date End Date is required.

Error Messages for Invalid Dates

The screenshot shows the 'Homework' section of the ParentAccess interface. Annotations include:

- Enter a different date range, if desired:** Points to the 'Start Date' and 'End Date' fields at the top of the Homework section.
- View by Due Date (Default View):** Points to the 'View By' dropdown menu.
- View by Class:** Points to the 'View By' dropdown menu.
- Click to send an email to your child's teacher:** Points to the 'Send email to: Arcadio Jones' link at the bottom left.
- Click to see homework details:** Points to the 'More' link next to a homework item.

The main content area displays a list of homework assignments with columns for 'Due Date', 'Homework', and 'Send email to: Arcadio Jones'. The assignments are grouped by course and date.

Course	Math - Gr 02	Science	Reading - Gr 02	Social Studies
Due Date	8/17/2012	8/17/2012	8/17/2012	8/17/2012
Homework	Worksheet 22	Chapter Review	Subject and Predicate Worksheets	U.S. Map Worksheet
Send email to: Arcadio Jones				

Homework Screen

Schedule Screen

The Schedule screen provides detailed information about your child's schedule, which is displayed by period. The default view is for the current day, but you can change the date, if desired. You can also email the teacher from the Schedule screen.

Note: If you select a date and your child does not have school that day, such as a holiday or weekend, the screen will display "No School today."

Note: At the bottom of the schedule, a separate section will display for classes that do not have meeting times.

The screenshot shows the 'Schedule' screen for Boris's schedule for Friday, June 1, 2012. The interface includes a sidebar with navigation links (Home, Attendance, Grades, Assignments, Homework, Schedule, Report Card) and a main content area with a table of classes. Annotations highlight key features:

- Today's Date (Default View):** Points to the date field at the top right, which is set to 06/01/2012.
- Click in the Date field and select a different date, and the screen automatically updates:** Points to a calendar pop-up showing the month of June 2012.
- Displayed by Period:** Points to the 'Period' column in the class schedule table.
- Class Without a Meeting Time:** Points to the 'HEALTH' class row, which is highlighted in light blue.
- Click to email your child's teacher:** Points to the email address 'jonesa@text.com' in the 'Teacher' column.

Course	Period	Room	Teacher	Section
ENGLISH 10 HONORS	1		Arcadia Jones jonesa@text.com	1
GEOMETRY HONORS	2		Arcadia Jones jonesa@text.com	2
BIOLOGY HONORS	3		Arcadia Jones jonesa@text.com	3
UNITED STATES HISTORY AP	4		Arcadia Jones jonesa@text.com	4
HEALTH			Arcadia Jones jonesa@text.com	5

Boris's additional Classes

Course	Room	Teacher	Section
WORK STUDY			919191

Schedule Screen

Report Card Screen

The Report Card screen provides detailed information about your child's report card. The information displayed is live from your child's school district's student information system. It displays your child's grade level, school year and marks for reporting periods. You can change the report card if your school uses more than one report card, such as an interim.

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ProgressBook ParentAccess

Report Card

2nd Grade Report Card

Student: Coco Parry

2nd Grade Report Card - Grade Level: 02 Year: 11/12

Reading - Gr 02

Assessment	Q1	Q2	Q3	Q4
Overall Grade	83.91	83.91	90	85
Applies phonics skills as presented	82.41	82.41	93.33	88.12
Applies reading strategies as presented	74.23	74.23	74.23	87.25
Recognizes vocabulary	88.33	88.33	90.77	84.25
Reads fluently	88.33	90.77	82.41	83.26
Demonstrates comprehension	90.77	82.41	84.11	90
Applies higher level thinking skills	82.41	84.11	86.67	80

Math - Gr 02

Assessment	Q1	Q2	Q3	Q4
Overall Grade	86.67	85.0	91.5	91.63
Understands concepts for current work	80.67	90.63	85.33	95.33
Knows math facts for current work	100.67	95.63	90.33	88.33
Applies problem solving skills	80.67	85.63	88.33	89.09
Comment				
Comment#2				

Social Studies

Assessment	Q1	Q2	Q3	Q4
Understands skill/concepts introduced	89.11	92.15	88.26	90.93

Science

Assessment	Q1	Q2	Q3	Q4
Understands skill/concepts introduced	88.91	92.31	94.23	90.19

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Coco Parry Bona Parry Iggy Hinds

Click to select a different report card.

Child's Grade Level and the School Year

Report Card Screen

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Family Information

The Family Information section allows parents to manage their Beta ParentAccess accounts and create their child's/children's Beta ParentAccess accounts. The screens available are as follows:

- **Change Password** – Provides users with the ability to change their passwords.
- **Manage Students** – Provides parents with the ability to link a child/children to their account and create a student account for their child/children.



Family Information Section

Change Password Screen

You can change your Beta ParentAccess password by performing the following steps:

1. On the left side of the screen in the navigational area under Family Information, click **Change Password**.
2. On the Change Password screen in the Current Password field, enter your **current password**.
3. In the New Password field, enter your **new password**.
4. In the Confirm New Password field, re-enter your **new password**.

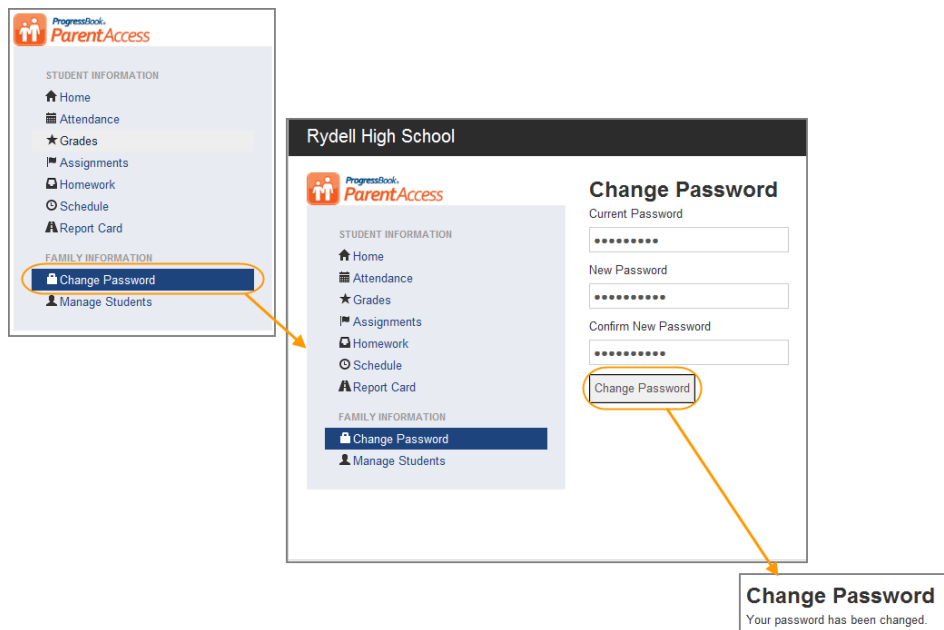
Note: Passwords must contain 1 letter, 1 number and 8 to 50 characters. They are case sensitive and cannot match the user name.

5. Click **Change Password**.

The message “Your password has been changed.” displays.

Note: If you enter your current password incorrectly, the message “Your current password was entered incorrectly. Please try again.” displays.

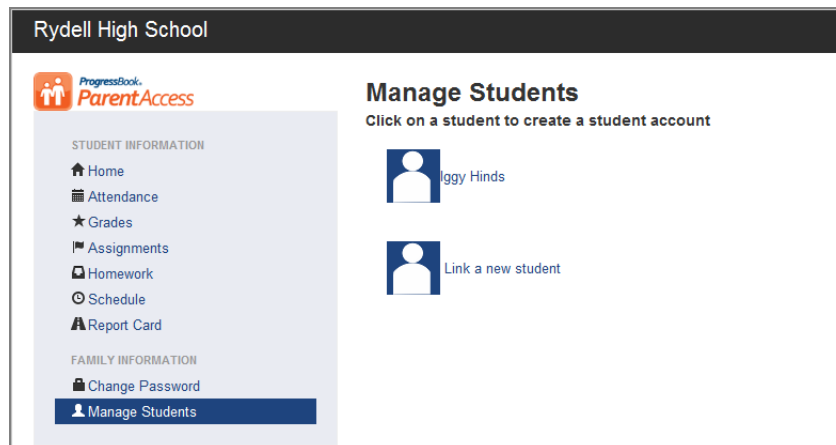
Note: If you enter your new password incorrectly, the message “Passwords do not match” displays.



Change Password Procedure

Manage Students Screen

On the Manage Students screen, parents can link children to their Beta ParentAccess account and create a student account for their child/children.



Manage Students Screen

Link a Child

When you link a child to your Beta ParentAccess account, the system allows you to view the child's information. To link a child, perform the following steps:

1. On the left side of the screen in the navigational area under Family Information, click **Manage Students**.
2. On the Manage Students screen, click **Link a new student**.
3. On the Link Student screen in the Student First Name field, enter your child's **first name**.

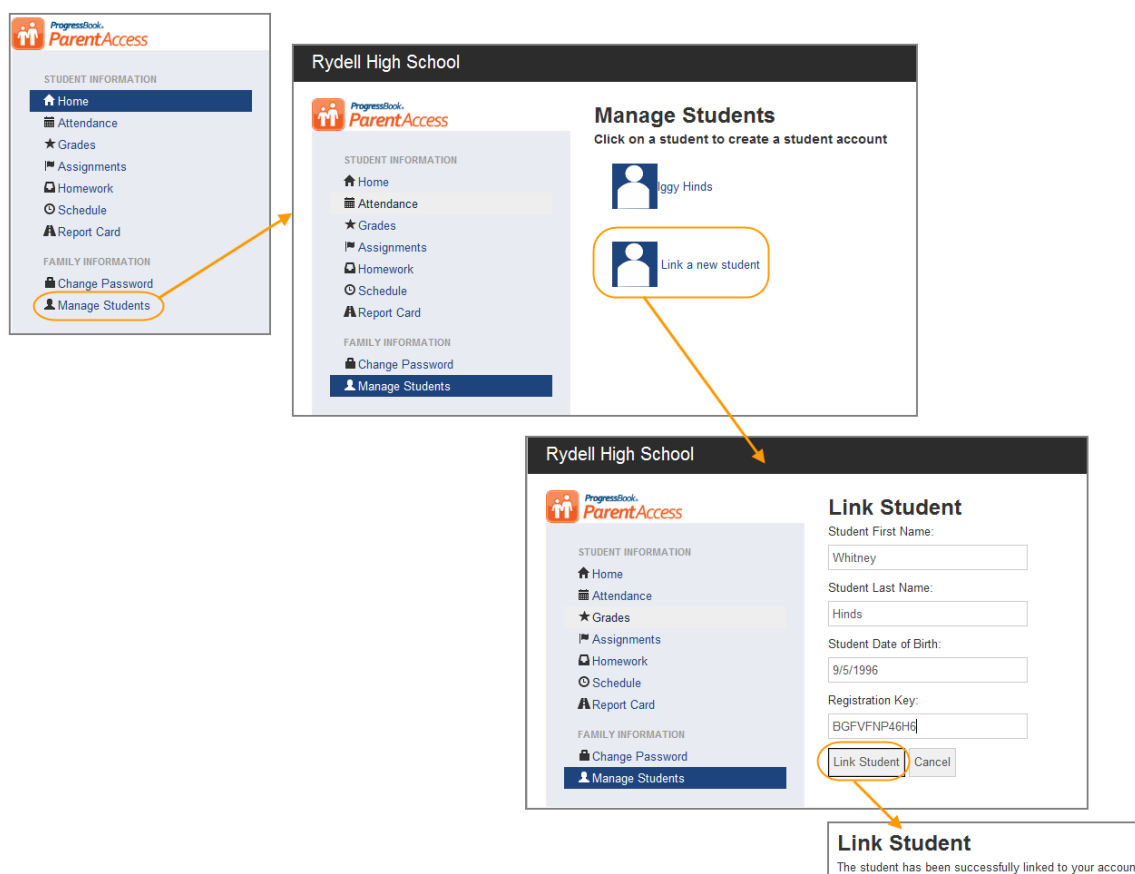
Note: Do not use nicknames in the Student First Name field; you must use a legal first name.

4. In the Student Last Name field, enter your child's **last name**.
5. In the Student Date of Birth field, enter your child's **birthdate**.
6. In the Registration Key field, enter the **registration key** supplied by your child's school district.
7. Click **Link Student**.

The message "The student has been successfully linked to your account." displays.

Note: If you enter your child's information incorrectly, the message "The attempt to link a student to your account was unsuccessful. Please correct the errors and try again. The student information entered does not match the registration key you provided." displays.

8. If you need to link additional children, perform step 1 through step 7 until all your children are linked.



Link a Child Procedure

Create a Student Account

When you create a student account for your child, the system allows your child to view his/her information. To create a student account for your child, perform the following steps:

1. On the left side of the screen in the navigational area under Family Information, click **Manage Students**.
2. On the Manage Students screen, click **your child's name**.
3. On the Create Student Account For "Child's First Name" screen in the Student Username field, enter your **child's user name**.

Note: User names must be letters and numbers with 6 to 50 characters.

4. In the Student Password field, enter your **child's password**.
5. In the Student Password Confirmation field, re-enter your **child's password**.

Note: Passwords must contain 1 letter, 1 number and 8 to 50 characters. They are case sensitive and cannot match the user name.

6. In the Student Email field, which is optional, enter your **child's email**.

Note: You cannot use your email account for your child. All email accounts must be unique.

Note: You do not have to enter an email address for your child; however, if your child forgets his/her password, he/she will not be able to reset his/her forgotten password.

7. In the Student Confirmation Email field, re-enter your **child's email**.
8. Click **Create Student Account**.

The message "You have successfully created a student account for 'your child's name'" displays.

9. If you need to create additional student accounts, perform step 1 through step 8 until all your children have accounts.

Note: If you enter your child's information incorrectly, the message "The student account creation was unsuccessful. Please correct the errors and try again." displays.



Create a Student Account Procedure